

Guttenberg Housing Authority Board of Commissioners

Open Public Meeting Agenda

Monday, April 6, 2020 at 6:30 p.m.

Virtual Meeting

Call in number 571-748-4021 PIN: 233 2133#

1. Call to Order
2. Reading of the Open Public Meetings Act Notice
3. Roll Call
4. Pledge of Allegiance
5. Executive Director's Report
6. Financial Report and Bill List
7. Approval of Minutes

March 2, 2020 Board Meeting

8. Old Business
9. New Business
 - Reorganization of Board of Commissioners
10. Resolutions
 - Resolution approving solicitation of RFPs for RAD Special Legal Counsel
 - Resolution approving solicitation of RFPs for RAD Financial Consultant
 - Resolution approving solicitation of RFPs for RAD Physical Needs Assessment Consultant
11. Public Comment
12. Adjournment

(THE BOARD MAY CONVENE TO CLOSED SESSION DURING THE MEETING)

HOUSING AUTHORITY OF THE TOWN OF GUTTENBERG

MEETING MINUTES

This regular meeting of the Board of Commissioners was held on March 2, 2020 in the Community Room at 136 69th Street, Guttenberg, New Jersey. The meeting was opened at 6:30 p.m. and the Open Public Meeting Act Notice was recited.

Adequate notice of this Meeting of the Board of Commissioners of the Housing Authority of the Town of Guttenberg was given in accordance with Chapter 231 of the Laws of New Jersey by publishing the meeting date in the Jersey Journal and the Bergen Record on May 16, 2019 and May 17, 2019, by posting the meeting date at the Guttenberg Town Hall on October 4, 2019, and by posting the meeting date on the Bulletin Board at the main office of the Housing Authority at 6900 Broadway, Guttenberg, New Jersey 07093 on May 13, 2019.

Following the Pledge of Allegiance, roll call was taken.

ROLL CALL:

X Chairperson Habermann-Ward X Vice Chairperson Montanez X Commissioner Mack
X Commissioner Mantineo X Commissioner Acosta X Commissioner Popiel
X Commissioner Torres

Also attending the meeting were Executive Director Ruddys E. Andrade and Joseph A. Manfredi, Esq. of Manfredi & Pellechio (General Counsel).

EXECUTIVE DIRECTOR'S REPORT:

The Executive Director reports on the completion of employee evaluations, the recent capital fund award from HUD, the execution of the new Annual Contributions Contract, the status of the kitchen cabinet upgrades, and the shipment of the new rooftop air handling units.

The Executive Director reports that he has been working with the HUD Newark Field Office on a RAD conversion plan, which he will be presenting to the Board at a later date.

The Executive Director reports on the preparation of an appeal regarding the Housing Authority's PHAS score. On the fiscal component, the Housing Authority received two perfect scores. On the physical component, the Housing Authority received a combined score of 73 and the number of findings increased from 24 on the day of the inspection to 39 in the final report. The Housing Authority needs to prevail on 9 points to be a high performer.

FINANCIAL REPORT / PAYMENT OF BILLS:

A motion was made to approve the Financial Report and to accept and pay all bills. The following vote ensued:

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
LINDA HABERMANN-WARD, CHAIR	1	X			
MARISOL MONTANEZ, VICE CHAIR					

	2	X			
JUSTIN MACK		X			
JOLENE MANTINEO		X			
REBECCA ACOSTA		X			
BLANCA POPIEL		X			
LUZ TORRES		X			

The motion is adopted.

APPROVAL OF MINUTES:

A motion was made to approve the minutes of the February 3, 2020 meeting of the Board of Commissioners. The following vote ensued:

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
LINDA HABERMANN-WARD, CHAIR	1	X			
MARISOL MONTANEZ, VICE CHAIR	2	X			
JUSTIN MACK		X			
JOLENE MANTINEO		X			
REBECCA ACOSTA		X			
BLANCA POPIEL		X			
LUZ TORRES		X			

The motion is adopted.

OLD BUSINESS:

A motion was made to adopt the budget for the fiscal year ending March 31, 2021. The following vote ensued:

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
LINDA HABERMANN-WARD, CHAIR		X			
MARISOL MONTANEZ, VICE CHAIR	2	X			
JUSTIN MACK		X			
JOLENE MANTINEO	1	X			
REBECCA ACOSTA		X			
BLANCA POPIEL		X			
LUZ TORRES		X			

The motion is adopted.

NEW BUSINESS:

The Executive Director introduces the slate of resolutions before the Board of Commissioners.

RESOLUTIONS:

2020-05: Resolution approving and authorizing the award of a contract for Information Technology Services. The following vote ensued:

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
LINDA HABERMANN-WARD, CHAIR		X			
MARISOL MONTANEZ, VICE CHAIR		X			
JUSTIN MACK	1	X			
JOLENE MANTINEO		X			
REBECCA ACOSTA		X			
BLANCA POPIEL		X			
LUZ TORRES	2	X			

The resolution is adopted.

2020-06: Resolution approving and authorizing the award of a contract for Accounting Services. The following vote ensued:

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
LINDA HABERMANN-WARD, CHAIR	1	X			
MARISOL MONTANEZ, VICE CHAIR		X			
JUSTIN MACK		X			
JOLENE MANTINEO		X			
REBECCA ACOSTA		X			
BLANCA POPIEL	2	X			
LUZ TORRES		X			

The resolution is adopted.

2020-07: Resolution approving and authorizing the award of a contract for Payroll Services. The following vote ensued:

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
LINDA HABERMANN-WARD, CHAIR		X			
MARISOL MONTANEZ, VICE CHAIR	2	X			
JUSTIN MACK	1	X			
JOLENE MANTINEO		X			
REBECCA ACOSTA		X			
BLANCA POPIEL		X			
LUZ TORRES		X			

The resolution is adopted.

2020-08: Resolution approving and authorizing the opening of the Section 8 Housing Choice Voucher Program waiting list. The following vote ensued:

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
LINDA HABERMANN-WARD, CHAIR	1	X			
MARISOL MONTANEZ, VICE CHAIR		X			
JUSTIN MACK		X			
JOLENE MANTINEO		X			
REBECCA ACOSTA		X			
BLANCA POPIEL		X			
LUZ TORRES	2	X			

The resolution is adopted.

PUBLIC COMMENT:

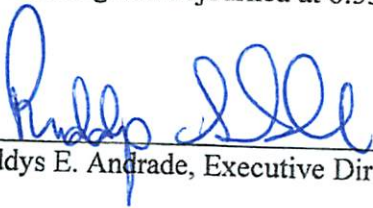
None.

ADJOURNMENT:

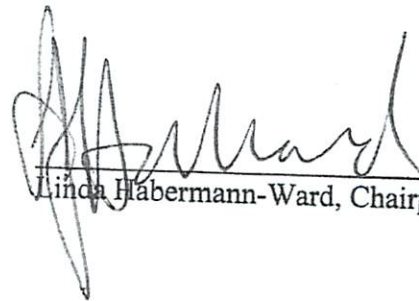
A motion was made to adjourn the meeting. The following vote ensued:

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
LINDA HABERMANN-WARD, CHAIR		X			
MARISOL MONTANEZ, VICE CHAIR		X			
JUSTIN MACK		X			
JOLENE MANTINEO		X			
REBECCA ACOSTA		X			
BLANCA POPIEL		X			
LUZ TORRES		X			

The meeting was adjourned at 6:55 p.m.



Ruddys E. Andrade, Executive Director/Secretary



Linda Habermann-Ward, Chairperson